



**AUSTIN AIRPORT ADVISORY COMMISSION  
MINUTES**

**REGULAR MEETING  
TUESDAY, NOVEMBER 13, 2012**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, November 13, 2012 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Secretary D'Ann Johnson called the meeting to order at 5:08 p.m.

**Commission Members in Attendance:**

D'Ann Johnson, Secretary  
George Farris  
Ernest Saulmon  
Rose Marie Klee

**Commission Members Absent:**

Dale Murphy, Chair  
Vice Chair, Steven Hart  
James Kelsey

**Staff in Attendance:**

Susana Carbajal  
Dave Arthur  
Kellye Mireles  
Chris Carter  
Perla Compton

**Others Present:**

Chris Coons, RW Armstrong

**1. CITIZENS COMMUNICATIONS: GENERAL**

None.

Item 5. New Business was moved to the beginning of the meeting on Board Members approval.

**5. NEW BUSINESS**

- a) Boards and Commissions Ethics and Compliance Presentation by Sabine Romero from the City’s Ethics and Compliance Team. Ms. Romero handed out a presentation to Commission Members. Topics discussed were City Values: Ethics and Integrity; City Boards and Task Forces; AAAC City Code 2-1-105; Open Meetings; Public Information Act; Conflicts of Interest; Recusing from a Conflict; and General Considerations.

**2. APPROVAL OF MINUTES**

**The minutes from the meeting of October 9, 2012 were approved on Commission Member Ernest Saulmon’s motion, Commission Member George Farris’ second on a 3-1 vote. Chair Dale Murphy, Vice Chair Steven Hart, and Commission Member James Kelsey were absent. Commission Member Rose Marie Klee abstained from the vote.**

**3. DEPARTMENT OF AVIATION STAFF BRIEFINGS, REPORTS AND PRESENTATIONS**

- a) Planning & Engineering Capital Improvement Project Monthly Status Report was presented by Shane Harbinson, Assistant Director, Aviation Department.
- b) Finance & Operations Reports for Fiscal Year 2012 to date was presented by Dave Arthur, Assistant Director, Aviation Department.
- c) Ground Transportation Service Area (GTSA) Transactions Report for October 2012 was presented by Perla Compton, Grounds Transportation Manager, Aviation Department. See below for a year-to-year comparison.

<b>YEAR TO YEAR COMPARISON</b>			
<b>SERVICE CATEGORY</b>	<b>OCTOBER 2012</b>	<b>OCTOBER 2011</b>	<b>% Increase/(decrease)</b>
TAXICAB	32,181	10,065	219.7%
LIMOUSINE	3,318	184	1703.3%
HOTEL SHUTTLE	3,907	1,065	266.9%
OTHER SHUTTLE	494	78	533.3%
CHARTER BUS	19	34	(44.1%)
<b>OVERALL TOTAL</b>	<b>39,919</b>	<b>11,416</b>	<b>249.7%</b>

#### 4. ACTION ITEMS

- a) Approve 2013 Meeting Schedule.

**The motion authorizing action item 4a was approved on Commission Member Ernest Saulmon's motion, Commission Member George Farris' second on a 4-0 vote. Chair Dale Murphy, Vice Chair Steven Hart, and Commission Member James Kelsey were absent.**

- b) Vote on recommendation to City Council regarding the following:

- i. Authorize execution of a construction contract with **THE BARR COMPANY**, for ABIA Terminal Improvements 2012 in the amount of \$6,479,800, including an allowance and alternate bid items, plus a \$323,990 contingency, for a total contract amount not to exceed \$6,803,790.

Shane Harbinson, Assistant Director, Aviation Department, gave a synopsis on this item to the Board Members.

**The motion authorizing action item 4bi was approved on Commission Member Rose Marie Klee's motion, Commission Member Ernest Saulmon's second on a 4-0 vote. Chair Dale Murphy, Vice Chair Steven Hart, and Commission Member James Kelsey were absent.**

- ii. Authorize execution of a lease with **ABIA Retail, LLC** for a tract of approximately 13 acres of land at Austin-Bergstrom International Airport to develop for commercial retail uses.

**Withdrawn.**

- iii. Authorize award and execution of a 36-month requirements service contract with **HI-LITE MARKINGS, INC.** to provide airfields marking removal and reapplication of markings removed from runways, taxiways, aprons and ramps, and non-movement areas for the Aviation Department, in an estimated amount not to exceed \$2,004,975, with three 12-month extension options in estimated amounts not to exceed \$668,325 for each extension option, a total estimated contract amount not to exceed \$4,009,950.

Chris Carter, Field Maintenance Division Manager, Aviation Department, gave a synopsis on this item to the Board Members.

**The motion authorizing action item 4biii was approved on Commission Member Ernest Saulmon's, Commission Member George Farris' second on a 4-0 vote. Chair Dale Murphy, Vice Chair Steven Hart, and Commission Member James Kelsey were absent.**

## 6. OLD BUSINESS (updates)

- a) Status of action items upon which the Commission has made a recommendation to Council.  
*(Please note the progress of the following items)*

Authorize award and execution of a 36-month requirements service contract with **LEIF JOHNSON FORD**, to provide repair services for Ford light-duty vehicles for the Aviation Department in an estimated amount not to exceed \$60,780, with three 12-month extension options in estimated amounts not to exceed \$20,260 for each extension option, for a total estimated contract amount not to exceed \$121,560. *[Item went before City Council on October 18, 2012, and passed.]*

Authorize award and execution of a 7-month requirements supply contract through the Tarrant County Cooperative Purchasing Program with **STAPLES ADVANTAGE** for purchase of office supplies in an amount not to exceed \$1,516,667. *[Item went before City Council on October 18, 2012, and passed.]*

Authorize negotiation and execution of a Design-Build Agreement with **HENSEL PHELPS CONSTRUCTION COMPANY** for the Austin-Bergstrom International Airport (ABIA) Terminal East Infill Project with funding for preliminary design phase services in an amount not to exceed \$6,000,000.00, plus a \$300,000 contingency for a total contract amount not to exceed \$6,300,000. *[Item went before City Council on October 18, 2012, and passed.]*

Authorize award and execution of a 36-month requirements supply contract with **TRANSNORM SYSTEMS, INC.**, to provide replacement parts for the Transnorm power-turn conveyor belt system located at the Austin Bergstrom International Airport (ABIA), in an estimated amount not to exceed \$825,000, with three 12-month extension options in an estimated amount not to exceed \$275,000 per extension option, for a total estimated contract amount not to exceed \$1,650,000. *[Item went before City Council on October 18, 2012, and passed.]*

Approve a resolution authorizing acceptance of grants from the Federal Aviation Administration, the Department of Homeland Security, and other agencies of the United States Government in an amount not to exceed \$30,000,000 to the City of Austin, Department of Aviation, for Austin-Bergstrom International Airport for Fiscal Year 2012-2013. *[Item went before City Council on November 8, 2012, and passed.]*

Approve execution of a 36-month requirements service agreement with **AAA FIRE & SAFETY EQUIPMENT CO., INC.**, for the maintenance, inspection, repair and replacement of fire extinguishers in an amount not to exceed \$375,750 with three 12-month extension options in an amount not to exceed \$125,250 per extension option, for a total agreement amount not to exceed \$751,500. *[Item went before City Council on October 11, 2012 and passed.]*

Authorize the negotiation and execution of an amendment to the airport concession lease agreement with **HONG XING, INC.** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of a Chinese food restaurant, kiosk, and food and wine bar in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item went before City Council on October 18, 2012 and passed.]*

Authorize the negotiation and execution of an amendment to the airport concession lease agreement with **KNOT ANYMORE, LLC** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of a chair and foot massage therapy place in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item went before City Council on October 18, 2012 and passed.]*

Authorize the negotiation and execution of an amendment to the airport retail concession lease agreement with **LONE STAR DREAMS, INC. D/B/A AUNTIE ANNE'S** to extend the term, require renovations, and modify other lease terms for the operation of a pretzel concession in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item went before City Council on October 18, 2012 and passed.]*

Authorize the negotiation and execution of an amendment to the airport retail concession lease agreement with **BRAZOS CONCESSION COMPANY/SALT LICK JOINT VENTURE** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of restaurants and retail stores in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item went before City Council on October 18, 2012 and passed.]*

**7. CONFIRM MEETING DATE AND PLACE AGENDA ITEMS FOR NEXT COMMISSION MEETING**

**Date of next meeting:** December 11, 2012

**ADJOURNMENT**

**Motion to adjourn the meeting was made by Commission Member Ernest Saulmon, Commission Member George Farris' second on a 4-0 vote. Meeting was adjourned at 6:16 p.m.**